



REQUEST FOR AUTHORIZATION (RFA) CHECKLIST NJPDES/Discharge of Residuals

**Category EG - General Land Application of Food Processing Residuals Permit
Authorization**

Category ZG - General Residuals Transfer Facilities Permit Authorization

Category 4G - General Residuals Phragmites Reed Beds Permit Authorization

TO HELP US PROCESS YOUR RFA MORE EFFICIENTLY, PLEASE PROVIDE ALL ITEMS LISTED BELOW.

This checklist is provided to you as guidance for completing an application for a Request for Authorization (RFA) under NJPDES General Permit NJ0105767, General Permit NJ0132519, and General Permit NJ0132501. Should you have any questions, please contact the Bureau of Pretreatment and Residuals at (609) 633-3823. Be sure to read all instructions and answer all questions when filling out the following RFA forms. If an item is not applicable, enter "N/A" or a similarly appropriate response.

FORM NJPDES - 1 Instructions are provided with the form.

FORM R

Part A (General Information) – All Categories

Part B (Generation or Preparation) – All Categories

Part C (Environmental Assessment) – All Categories

Part D (Land Application of Residual) – Category EG only

Part G (Residual Transfer Stations) – Category ZG only

Part H (Residual Phragmites Reed Beds) – Category 4G only

Part I (Certification) – All Categories

PINELANDS CERTIFICATE OF FILING (IF APPLICABLE)

**SUBMIT COPIES OF ANY TREATMENT WORKS APPROVAL(S) REQUIRED BY NJPDES OR
PROOF OF APPLICATION FOR TREATMENT WORKS APPROVAL(S) OR A DETERMINATION
THAT NO TREATMENT WORKS APPROVAL IS REQUIRED**

**APPLICANTS PROPOSING: 1) A NEW DISCHARGE; 2) AN INCREASE IN RESIDUALS; 3) A
CHANGE IN LOCATION; 4) A CHANGE IN METHOD OF DISCHARGE; OR 5) A CHANGE IN
STORAGE FOR AN EXISTING DISCHARGE SHALL SUBMIT TO THE DEPARTMENT PROOF OF
RFA SUBMISSION TO THE AFFECTED SEWERAGE ENTITY(IES) AND MUNICIPALITY**

- In accordance with N.J.A.C. 7:14A-4.3(a)13, prior to submitting an RFA to the Department, submit a copy of the RFA to the affected sewerage entity(ies) and municipality along with a written notice (by certified mail return receipt requested or by other means which allows verification of the fact and date of receipt) that the sewerage entity(ies) and municipality must submit to the Department written comments regarding or objecting to the proposed discharge or activity within 30 days of receipt of said notice. These comments will be considered by the Department in determining whether to issue an authorization.
- Submit to the Department copies of the signed and dated notices to the affected sewerage entity(ies) and municipality and copies of the dated certified mail return receipts or other means of verification of receipt.

COMPLETE AND SUBMIT ONE ORIGINAL AND ONE COPY OF THE RFA APPLICATION TO:

New Jersey Department of Environmental Protection

Division of Water Quality

Bureau of Permit Management

Attn: Administrative Review Unit

P.O. Box 029

Trenton, New Jersey 08625-0029

Please note that additional technical information based on the site specific conditions may be required by the Department pursuant to N.J.A.C. 7:14A-4.3(e).